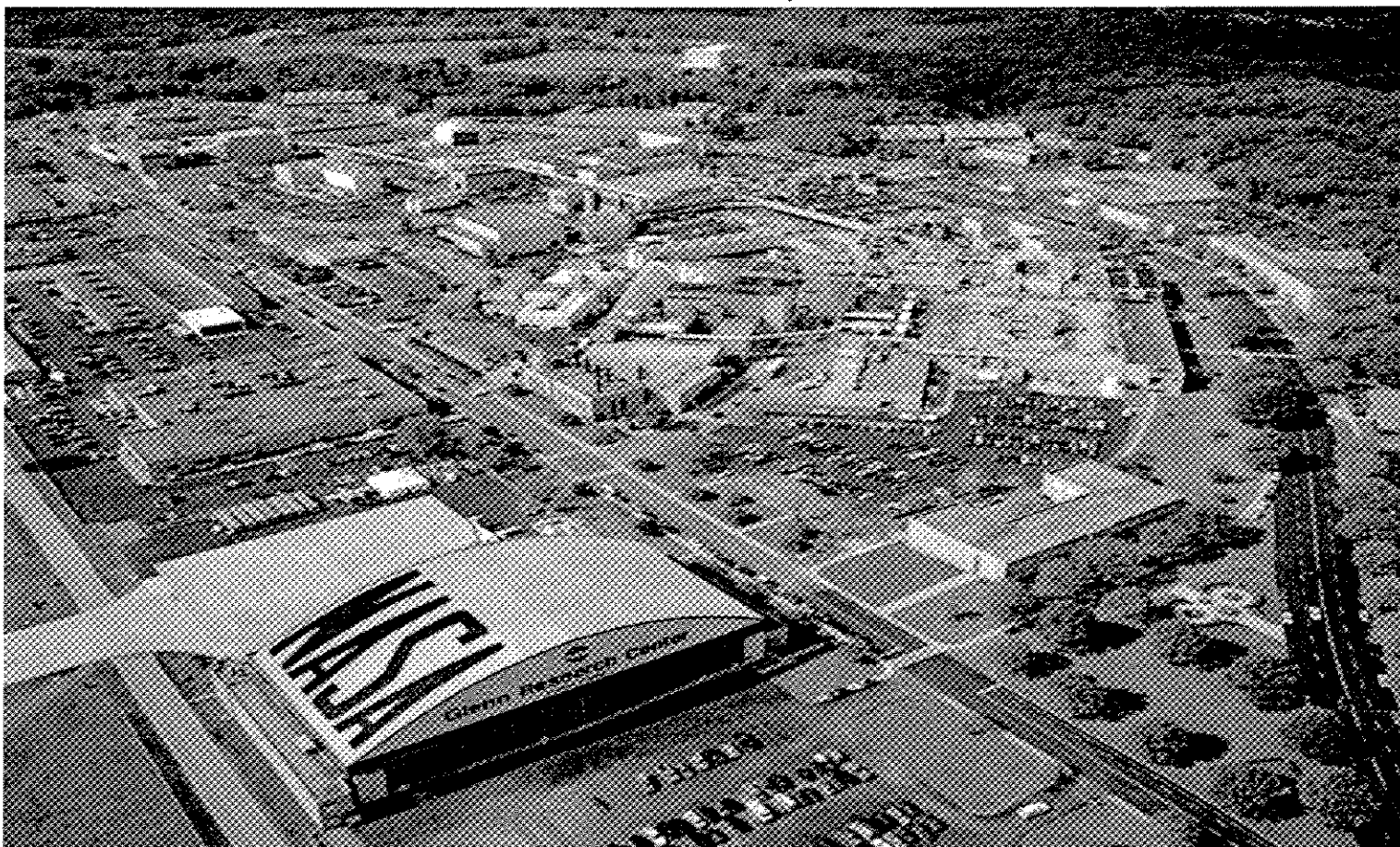
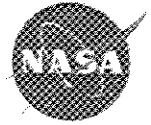




NASA Glenn Research Center (GRC): Occupational Health Services: NNC10ZQS008R

Industry Day & Site Visit
November 22, 2010





Presenters:

Beth A. Cooper

Safety, Health, and Environmental Division

Dawn R. Pottinger, Contracting Officer
Research and Space Operations Branch

Dawn.R.Pottinger@nasa.gov



Outline and Agenda

- Safety & Security Reminders
- Industry Day & Statement of Work
- Procurement Reminders
- Written Comments Deadline
- Communications
- Offeror Responsibilities
- Request for Proposals
- Current contract overview
 - Scope
 - Structure



Outline and Agenda Continued

- Re-Competition NNC10ZQS008R
 - Actual & Anticipated Schedule
 - Anticipated Structure & Changes
- Anticipated Statement of Work
 - Covered Populations
 - Base Services vs. IDIQ Services
 - SOW Overview by Section
 - Occupational Health Services
 - Physical Fitness Program
 - Employee Assistance Program
 - Health Promotion and Wellness Program
 - Cost Responsibility
 - Preparation of Proposal Volume 1
- Facility Tour



Safety and Security Reminders

- Visitors are required to be escorted at all times.
 - Stay with the group throughout the day
 - Restroom usage: escorted to the nearest one & back
- Prohibited Items at GRC
 - Weapons of any kind
 - Illegal drugs/paraphernalia
 - No photography of any kind is permitted
- In case of emergency
 - Dial 911 on any NASA phone
 - Dial 216-433-8888 from any Cell Phone



Industry Day & Statement of Work (SOW)

- The complete and final versions of all Industry Day materials will be posted on the Federal Business Opportunities (FBO) site, for all potential offerors.
- Attendance at the Industry Day/Site Visit is neither required nor a prerequisite for proposal submission and will not be considered in the evaluation.
- **All Statement of Work (SOW) information provided during Industry Day is based on the DRAFT Statement of Work (DSOW), as posted to the FBO site on 11/1/10.**
- The Government anticipates a similar structure for the Final SOW, which will be posted with the Request for Proposals (RFP) solicitation.



Occupational Health Services NNC10ZQS008R : Procurement Reminders

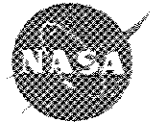
- Potential Offerors are reminded to check the Federal Business Opportunities (FBO) site frequently for any materials, updates, deadlines or changes.
- The Federal Business Opportunities (FBO) site is the official location for all information and materials related to the Occupational Health Services NNC10ZQS008R Procurement.
- <https://www.fbo.gov/spg/NASA/GRC/OPDC20220/NNC10ZQS008R/listing.html>
- There is a strict written only policy for all questions relating to this Procurement.



Written Comments Deadline: 11/29/10

As instructed in the Information Notice and Reminder posted to the FBO on 11/12/10:

- Monday November 29, 2010 by 4:30 PM local time is the FINAL day to submit written comments regarding the Draft Statement of Work (DSOW) which was posted on 11/1/10.
- Monday November 29, 2010 by 4:30 PM local time is the FINAL day to submit written questions of a technical or contractual nature resulting from the Industry Day being held on 11/22/10.
- Any NASA responses to written comments or questions will be posted to the FBO website for all to see.



Communications

All communications related to NNC10ZQS008R:

- Shall be submitted in writing and directed solely to the Contracting Officer via e-mail at the following address:
Dawn.R.Pottinger@nasa.gov
- Telephone inquiries are NOT acceptable.

As an Ethics and Procurement Integrity reminder:

- Members of the Source Evaluation Committee and the Industry Day help team are NOT permitted to engage in any discussions or answer any questions about the SOW, the RFP, the work of the Committee, or the source evaluation process.
- The only Government official authorized to communicate on NNC10ZQS008R for Occupational Health Services, is the Contracting Officer, Dawn R. Pottinger.



Offeror Responsibilities

- Prospective Offerors shall be responsible for awareness of and responses to all contractual matters and informational materials related to NNC10ZQS008R for Occupational Health Services, as posted to the Federal Business Opportunities (FBO) site.
- Prospective Offerors shall be responsible for monitoring the FBO site for the release of the solicitation, amendments (if any), accessing and following all procedures posted regarding NNC10ZQS008R, and responding to all informational requests of the contracting officer.



Request for Proposals

- The Government will NOT be issuing a DRAFT Request for Proposals (DRFP).
- **NOTE: In the event of any discrepancy, the information contained in the Request for Proposals (RFP) solicitation shall take precedence.**
- *Release of the RFP is anticipated on or around December 17, 2010.*



Current Contract Scope

- Health Services Program provided to on-site personnel. These services consist of Occupational Health, Medical, Physical Fitness, and Employee Assistance services to promote health and wellness, minimize absenteeism, maximize individual productivity, promote and maintain the physical and mental well-being of employees, while complying with all applicable regulatory requirements.



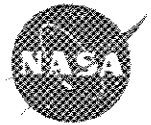
Current Contract Structure

- NNC06CB70C awarded to Singleton Health Services
- Cost Reimbursement + Fixed Fee Contract
- 5-year term
- The estimated value at completion is \$7,397,244.00
- The contract period of performance is currently:
March 21, 2006 through March 31, 2011



Re-Competition: NNC10ZQS008R

- All information being provided at Industry Day in relation to NNC10ZQS008R is based on the DRAFT Statement of Work and what the Government anticipates including in the RFP; it is therefore subject to change.
- REMINDER: In the event of any discrepancy, the information contained in the Request for Proposals (RFP), when posted to the FBO site, shall take precedence.



Actual *and* ANTICIPATED Procurement Schedule

- Synopsis – 09/23/10
- Draft Statement of Work (DSOW) – 11/1/10
- Site Visit/ Industry Day – 11/22/10
- Final Day written questions & comments (DSOW & Industry Day) – 11/29/10

ANTICIPATED SCHEDULE BELOW

- *RFP Issue & Blackout Period Begins*
- *Past Performance Materials Due*
- *Proposals Due*
- *Source Selection/Announcement*
- *Contract Award*
- *Phase-in Begins*
- *Full Performance*

ANTICIPATED DATES BELOW

- *December 17, 2010*
- *January 15, 2011*
- *February 3, 2011*
- *May 15, 2011*
- *June 13, 2011*
- *June 13, 2011*
- *July 13, 2011*



Anticipated Structure and Changes

Re-competition leading to stand-alone contract

- Entire contract must be bid upon
- Award based on best value selection

Contract Type

- Firm Fixed Price
- Indefinite Delivery Indefinite Quantity elements

Total Small Business set-aside

- NAICS code required 621999 “All Other Miscellaneous Ambulatory Health Care Services”
- Small business size standard of \$10 Million in Average Annual Receipts

Period of Performance: 5 Years

- Two (2) year Base effort
- Three (3) One (1) year Options



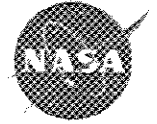
Anticipated Statement of Work

Statement of Work (SOW) information being presented is based on the DRAFT Statement of Work (DSOW), as posted to the FBO site on 11/1/10.



Covered Populations

- SOW covers services for entire GRC workforce
 - Civil servants
 - On-site support service contractors
 - Other contractors and visitors
- All services provided AT Lewis Field site
 - No services provided AT Plum Brook Station
- Some services limited to specific populations



Base Services vs. IDIQ Services

- Base sections of SOW (1 through 9)
 - Proposal pricing shall be in accordance with Table 1.3 (Cost Responsibility)
 - Include all requirements in proposal pricing, except where otherwise noted in Table 1.3
- IDIQ requirements (10.1 – 10.12)
 - Referenced in related base SOW sections for clarity
 - Separately ordered and funded



SOW Overview by Section

1. Covered populations, cost responsibility
2. General requirements applicable to ALL sections
 - Includes personnel capability requirements for roles and functions required in sections 4-9
 - Individuals may perform multiple roles or functions
3. Requirements for Medical Services Clinic
 - Provides services under SOW sections 4-6
 - Includes equipment, subcontracted services, and reporting requirements



SOW Overview by Section

4. Preventive Medicine Program

- Major requirement is health maintenance examinations (for civil servant employees)
- Propose to specified exam protocols (reference Historical Data Table)
- Pricing to follow cost responsibility table

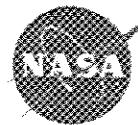
5. Emergency and Therapeutic Medicine Services

- Medical care for occupational and non-occupational illness and injury



6.0 Occupational Health Services

- Occupation-related examinations and evaluations
 - Certification examinations
 - Evaluations for hazardous substance and environment exposures
 - Propose to specified exam protocols (reference Historical Data Table)
- End-to-end management of specific medical-monitoring programs (e.g., audiometric monitoring)
- Some services provided on cost-reimbursable basis for support service contractor organizations
- Pricing to follow cost responsibility table



7.0 Physical Fitness Program

- Includes operation of Fitness Center and management of physical fitness program and services
- Offerors to propose specific program offerings where indicated
- Pricing to follow cost responsibility table



8.0 Employee Assistance Program

- Individual counseling services
- Specific programs for entire workforce and management support
- Development of a critical incident stress management plan
- Offerors to propose specific program offerings where indicated
- Pricing to follow cost responsibility table



9.0 Health Promotion and Wellness Program

- Integrates services and programs under Sections 4-8 of SOW
- Includes educational, awareness, and motivational services related to sections 4-8
- Includes nutrition counseling and other wellness services
- Offerors to propose specific program offerings where indicated
- Pricing to follow cost responsibility table



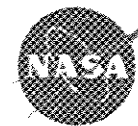
Cost Responsibility

- Who absorbs the cost?
 - Government
 - SSC organization
 - Individual employee
- How shall payment be handled?
- What should be included in pricing?
- Cost Responsibility Table (1.3) specifies cost responsibility and pricing for all services
- Services not specified shall be assumed to be “covered.”



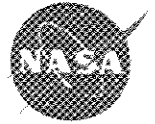
Cost Responsibility

- **Cost-reimbursable**
 - Fees collected by the Contractor from employees or SSC companies must be credited back to NASA, after deducting costs of additional incurred expenses (e.g., specialized equipment, supplies or materials or additional labor expenses) not included in proposal pricing. All anticipated costs of providing services shall be included in proposal pricing.
- **Pay-to-participate**
 - Individual employees pay the Contractor or direct service provider for service or non-covered portion of service. Cost should be included in proposal pricing unless specifically noted in Table 1.3 **[Note: a service may be both cost-reimbursable and pay-to-participate.]**
- **Covered**
 - Contractor provides service without receiving any additional fees or collecting any fees from employees or SSC companies. Costs should be included in proposal pricing.



Preparation of Proposal Volume I

- Technical Proposals shall be formatted in accordance with instructions in Section L.
- Note cross reference between Instructions (Section L) and Evaluation Factors (Section M) for both Technical Capability and Experience/Past Performance
- Experience /Past Performance Questionnaires
 - Shall be returned directly to Contracting Officer by response deadline



Facility Tours Reminders

- Walking & riding during the tour
- Stay with the group
- Taking pictures, video taping or recording during the tour is strictly prohibited. Please return any cameras or recording devices to your vehicles before we start the tour.
- If anyone needs special assistance please ask one the Government Representatives
- **Visitor badges will be collected upon the conclusion of the tour**



Notes & Questions Sheet for Attendee Use